

**Remittance Audit Policies for the Nebraska Universal
Service Fund and the Enhanced Wireless 911 Fund**

The Nebraska Public Service Commission hereby adopts the foregoing policies to be applied to audits of remittances to the Nebraska Universal Service Fund (NUSF) and Enhanced Wireless 911 Fund.

1. **Two Tiers.** There shall be a two-tiered remittance audit program for NUSF. In the first tier carriers with more than \$1 million in annual assessable revenue shall be subject to annual remittance audits. The second tier requires a remittance audit once every three years for carriers with annual assessable revenue of less than \$1 million. In order to qualify for the second tier, a carrier's revenue must be less than \$1 million for each of the preceding three (3) years. For purposes of remittance audits for the Enhanced Wireless 911 Fund, the tier assigned for the NUSF audit shall apply.
2. **Notice and Filing.** Notices of audits will be sent to carriers by the Commission **no later than June 1st**. Audits shall be due **on December 31st** or the next following business day if this falls on a weekend.
3. **Audit Waivers.** Audit Waivers may be granted at the discretion of the Commission based upon the following criteria: In order to be eligible for consideration for a remittance audit waiver, during the prior three years a carrier shall have annual assessable revenue of under \$100,000 in each of the three prior years, shall have no late-filed remittances, shall have been in compliance with all applicable Commission Rules & Regulations, and shall provide a satisfactory explanation for any variances of more than ten percent from any month to the next proceeding month in any information contained on the remittance form including but not limited to remittances, lines, subscribers and revenue. Carriers seeking a waiver shall make a written request on the supplied waiver form to the Commission **no later than August 1st** prior to the remittance audit due date attesting that the audit waiver criteria have been met. The granting of a waiver will be at the discretion of the Commission even if all the above criteria are met.

4. **Coordination between NUSF and E911.** NUSF and E-911 remittance audits shall be conducted simultaneously when circumstances permit, however, the period being audited and the scope of each audit may include different years for non-annual remittance audits.
5. **Audit Scope.** Each non-annual remittance audit shall include a review of not less than one year of remittances; however, the Commission reserves the right to extend the scope of the audit to include other time periods when irregularities are observed.
6. **Audit Expenses.** All remittance audits shall be conducted at the expense of the carrier.
7. **Records Retention.** Carriers shall retain at least five years of remittance records.